



DEVELOPMENT SERVICES DEPARTMENT

Building (954-797-1111)

Engineering (954-797-1113)

Planning & Zoning (954-797-1103)

TOWN OF DAVIE 6591 ORANGE DRIVE, DAVIE, FLORIDA 33314-3399 (954) 797-1000

CARWASH/ CONVENIENCE STORE CHECKLIST

Required

- _____ Property Tax Folio Number (On Tax Notice or Receipt)
- _____ **Zoning** (Site plan approval required)
(2 vacant lot surveys no older than 2 years without survey affidavit if there are no changes to property since date on survey)
(2 Location/ Site Plan (Showing all intended **set backs** from property line and other existing structures)
Surveys must show all easements and encumbrances
- _____ **Landscaping** (landscape plans signed and sealed by landscape architect.
- _____ **Structural** (Truss plans\Shop Drawings (2 Complete sets, signed and sealed by eng., reviewed and signed by arch\Eng. of record)
(Product Approvals 2 complete sets, reviewed and signed by Arch\eng of record.)
(Complete HVHZ Roofing application with notarized signature of contractor.)
(Letters of retention from insp. Firm that will be inspecting Eng. Unit Masonry and providing supervision of truss placement.)
(Soil Compaction Letter) Including bearing capacity
(2 complete sets, sealed by architect/ engineer)
Product approval/truss/shopdrawings/roofing applications maybe submitted at a later date, however this will result in an additional fee
(2 complete sets of plans, sealed by Architect/ Struct Engineer)
- _____ **Electrical** (2 Complete sets of plans, sealed by Architect/ Struct Engineer) - if applicable
- _____ **Plumbing** (2 Complete sets of plans, sealed by Architect/ Struct Engineer) - if applicable
- _____ **Mechanical** (2 Complete sets of plans, sealed by Architect/ Struct Engineer) - if applicable
2 sets of energy calcs
- _____ Broward County Health Department (B.C.H.D.) Septic tanks & Wells,
- _____ Department of Planning and Environmental Protection (Stamped on each set of plans *bring in all forms they return)
- _____ Drainage District: if applicable - (Drainage/Lake Maintenance Easement)
(Required only if structure is in easement) (Stamped on slab Location Plan)
- _____ Central Broward Water Control District
- _____ South Broward Drainage District Approval
- _____ Tindall Hammock Approval
- _____ Completed Building Permit Applications
- _____ Notarized Signature on Applications
- _____ Contractors- A Copy of all application licenses (Competency & Occupational) original insurance certificates for Workman's Comp and General Liability
- _____ Disclosure Statement - if submitted as on owner / builder application.
- _____ Plan Check Fee in the amount of \$50.00 at time of submitting application.